



**To: Mansfield Public Schools Parents**  
**From: Dr. H. Kaye Griffin, Executive Search Consultant, C.E.S. Executive Search Services**  
**Re: Mansfield Board of Education Superintendent Search**  
**Date: April 9, 2015**

Please allow me to introduce myself. My name is Dr. H. Kaye Griffin and I am the Executive Search Consultant assisting the Mansfield Board of Education (Search Committee) with their search for a new superintendent of schools. I have had the opportunity to consult with several school districts in the region and look forward to working with the Mansfield Board of Education and the citizens of Mansfield as the superintendent search progresses.

The Search Committee has requested that I collect information from the Mansfield community regarding stakeholders' thoughts and opinions about the leadership attributes and personal characteristics they desire to see in the new superintendent. Additionally, the Search Committee also seeks to learn more about stakeholders' views, *and in particular parents' views*, on perceived challenges facing the Mansfield Public Schools in the near future. Parent participation will be crucial to the success of the superintendent search and is highly valued by the Search Committee.

To achieve the data collection objectives of the Search Committee, I will be in the Mansfield community on **Monday, April 27, Tuesday, April 28, and Wednesday, April 29** conducting focus group meetings for administrators, central office staff, school faculty and staff, parents, students, town officials, community members, senior citizens, and other interested Mansfield residents. There are two focus group meeting options scheduled for parents, an evening meeting and a daytime meeting as shown below:

<b>Monday</b>	<b>April 27</b>	<b>Mansfield Middle School Cafeteria</b>	<b>7:30 pm - 8:30 pm</b>
<b>Wednesday</b>	<b>April 29</b>	<b>Mansfield Town Hall - Council Chambers</b>	<b>10:30 am - 11:30 am</b>

I am also collecting data via an online survey that is now accessible on the Mansfield district website through April 24. Like the focus group meetings, the survey is designed to collect information from the Mansfield school community that will be helpful to the Search Committee as they consider leadership attributes and personal characteristics of candidates applying for the position. All interested persons are invited to complete the anonymous online survey. Additionally, information regarding the superintendent search process is available on the school district website through a special link on the homepage.

I look forward to seeing you at the focus group meetings and encourage you to complete the online survey.

Sincerely,

*H. Kaye Griffin*

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